



Agenda Date: 4/19/2005
Agenda Placement: 6V

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Britt Ferguson for Nancy Watt - County Executive Officer
County Executive Office
REPORT BY: Nancy Oweong, Buyer II , 253-4476
SUBJECT: Donation of Surplus Computers

RECOMMENDATION

County Executive Officer/Purchasing Agent requests the following (4/5 vote required):

1. Declare certain items of personal property as surplus and no longer required for public use; and
2. Authorize the Purchasing Agent to dispose of these items of personal property by donating them to the Napa Junction Elementary School.

EXECUTIVE SUMMARY

Information Technology Services and Purchasing recommend the donation of twenty-three surplus personal computers and twelve surplus monitors to the Napa Junction Elementary School. California Government code requires Board approval for donations of surplus property to public schools.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

A variety of used personal computers and monitors, which are not fixed assets, have been identified as surplus and no longer required for County use. Information Technology Services (ITS) has removed these items from service and has identified them as surplus equipment because they no longer meet the County's computer connectivity and performance standards.

Although these computers are no longer suitable for use by the County, they do have the potential of being serviceable to local school districts or tax-exempt health or human service organizations that accept donations of surplus computer equipment. If these computers were not made available for donation, the Board would be requested to authorize their disposal at public auction, where the proceeds from the sale of surplus computer equipment are generally very minimal. Therefore, ITS and Purchasing recommend that these surplus computers be made available for donation.

Generally, when ITS has surplus computers that are no longer required for County use, but that may be suitable for donation to local schools or tax-exempt health or human service organizations, ITS would contact the Napa Valley Personal Computer Users Group (NVPCUG), a local tax-exempt human service organization that, in addition to providing computers and training as educational resources for Napa County residents, configures and installs computers for the Napa Valley Unified School District. If NVPCUG does not express a need for surplus computers for educational purposes, and if no individual Napa public school has expressed a need for surplus computer donations, then other tax-exempt health and human service organizations that have previously expressed an interest in receiving donated County surplus computers may also be contacted prior to any decision to recommend that surplus computers be disposed of at public auction.

In making such decisions as to whether to recommend surplus computer equipment be donated or sent to public auction, variables such as whether the surplus computer equipment has any significant dollar value that the County could reasonably recover, the general condition and usefulness of the surplus computer equipment, and any expressed need for surplus computers by eligible schools and tax-exempt health or human service organizations are considered. (In general, there is not a great demand among eligible organizations for County surplus computer equipment.)

Government Code Section 25372 authorizes the Board of Supervisors, upon a 4/5 vote, to donate any real or personal property that the Board declares to be surplus to public agencies, public schools, and tax-exempt health and human service organizations. In this instance, Napa Junction Elementary School (NJES) has contacted ITS and requested a donation of County surplus computers in order to accomplish their goal of creating a computer lab at the school. NJES meets the requirements of Government Code 25372 for receiving donations of county surplus property. With the Board's approval, 23 surplus personal computers and 12 surplus monitors will be donated to NJES. Attachment A contains a list of the surplus personal computers and monitors to be donated.

SUPPORTING DOCUMENTS

A . Attachment A

CEO Recommendation: Approve

Reviewed By: Britt Ferguson